

Approved

SANBORNTON BOARD OF SELECTMEN'S MINUTES

July 10, 2019

Town Offices

The Board of Selectmen convened in regular session on Wednesday, July 10, 2019 at 5:00 p.m. at the Town Offices. In attendance were Selectman Tom Salatiello, Selectman Katy North and Selectman John Olmstead. Interim Town Administrator, Jim Omara was also present.

1.0 Pledge of Allegiance - Those in attendance recited the Pledge of Allegiance.

2.0 Public Comment - None at this time.

3.0 Business

3.1 NE Employee Benefit Company – Presentation Michael Connelly - Broker Connelly provided the BOS with a handout of the Harvard Pilgrim rates with a projected increase of 0.33% based on demographics. Broker Connelly noted the rates are good for a twelve month period during the calendar year but this similar plan locks the Town in for twenty months versus the twelve months. Ray Masse asked what happens on the back end, when the plan renews in August? Broker Connelly replied the current practice is to credit back any deductibles. Chair Olmstead stated the Town will see a savings because the Board projected an increase of 7.8% during the budget process. The Health Insurance Study Committee will be asked to review rates with Broker Connelly on 7/24/19 at 2 p.m. Chair Olmstead made a **motion** to table this agenda item until 7/24/19. Selectman North **seconded** the motion and the **motion passed unanimously**.

3.2 Selectman Vacancy – Replacement Process - The Board reviewed RSA 669:63 and a public notice for the vacancy. Interim TA Omara to post to the Town's website, the local paper and the post office with a submission deadline of August 15, 2019. Chair Olmstead made a **motion** to reconsider the Selectman North's resignation. Selectman Salatiello **seconded** the motion and the **motion passed unanimously**. Chair Olmstead made a **motion** to accept Selectman North's resignation effective August 31st. Selectman Salatiello **seconded** the motion and the **motion passed unanimously**.

3.3 New Town Administrator Announcement - Chair Olmstead announced that Trish Stafford has been offered the position of Town Administrator and has accepted with a start date of July 29, 2019. The Board asked Interim TA Omara to work the entire week of the 29th, to help with the new TA's transition.

3.4 Hawker's & Peddler's License Application - Chair Olmstead made a **motion** to approve Tom Cubrich's Hawker's & Peddler's permit for July 11th through August 10th with a modification to the time of the sales to be from Monday through Friday from 9 a.m. to 6 p.m., no Saturday or Sunday. Selectman North **seconded** the motion and the **motion passed unanimously**.

3.5 Town Counsel - Assignment of Tasks - Interim TA Omara stated Town Counsel was tasked with three items, the PILOT amendment has been completed which leaves the MOU with the Town of Tilton regarding sewer work in emergency situations and the

update to the agreement between the Congregational Church & the Town. Interim TA Omara offered to update the agreement between the Congregational Church & the Town with the help of Selectman North. The Board agreed.

4.0 Other Business

4.1 Town Sestercentennial -250th Celebration Committee - Chair Olmstead suggested that a committee be established to work on the upcoming sestercentennial celebration. Selectman North stated someone should check with the Old Home Day Committee because they are an entity of the Historical Society, so this should be added to the future agenda items.

5.0 Town Administrator's Report

5.1 Audio of 6/26/19 Selectmen's Meeting - Interim TA Omara explained that he was not successful in uploading the audio from the 26th and the audio has been accidentally lost.

5.2 Town Building Construction Committee - The Board reviewed a Public Notice and agreed it was okay to post.

5.3 Complaint Re: Winnisquam Beach - Interim TA Omara explained that he has received some complaints about Massachusetts residents using the beach but the beach is public, not private and there was also concern with emergency services being able to access the beach. Interim TA Omara stated he would meet with the Fire Chief & the Police Chief and may propose some signage.

5.4 Gazebo Repairs - Interim TA Omara explained that the gazebo has been repaired and he has been working with State Farm on the Driver's Insurance Policy, so the Town will be receiving a check for \$400 dollars.

6.0 Selectmen's Report

6.1 Meeting Notes - Selectman Salatiello stated he likes the meeting notes that Interim TA Omara has provided for the Board this evening, they are very helpful.

6.2 Town Clerk/Tax Collector's Office Hours - Selectman Salatiello reported that two residents have inquired as to what the TC/TC's hours are but she sets her own hours. Selectman North replied the office hours are posted on the website, in the Post Office, in the Town Report and outside of the Town Offices. Selectman North noted the Board has no jurisdiction over elected officials.

7.0 Authorization Signatures: Payroll and Accounts Payable Register

7.1 Board Meeting: 6/12/2019 -The Clerk signed.

7.2 PAFs - The Board signed previously approved PAFs.

7.3 941 Quarterly Form - Chair Olmstead made a **motion** to have the Selectmen's Clerk sign the quarterly form. Selectman North **seconded** the motion and the **motion passed unanimously**.

7.4 Assessing Clerk Re: Avitar Software - Chair Olmstead made a **motion** to execute Municipal Option number "2", to advertise the assessment data on the assessor's internet kiosk for data hosting. Selectman North **seconded** the motion and the **motion passed unanimously**. Chair Olmstead made a **motion** to have the Selectmen's Clerk sign the contract. Selectman North **seconded** the motion and the **motion passed unanimously**.

7.5 Sewer Connection - Selectman North made a **motion** to authorize the Health Officer to do a sewer connection inspection at Tax Map 18, Lot 74. Chair Olmstead **seconded** the

motion and the **motion passed unanimously.**

8.0 Review & Approve Minutes

8.1 BOS Meeting 6/26/2019 - Members of the Board reviewed the draft meeting minutes of June 26, 2019. Chair Olmstead made a **motion** to accept the draft meeting minutes of June 26, 2019 with one addition. Selectman North **seconded** the motion and the **motion passed unanimously.**

8.2 BOS Non-Public Meeting 6/26/2019 (1) - Members of the Board reviewed the draft non-public meeting minutes of June 26, 2019. Chair Olmstead made a **motion** to accept the draft non-public meeting minutes of June 26, 2019 without changes. Selectman North **seconded** the motion and the **motion passed unanimously.**

8.3 BOS Non-Public Meeting 6/26/2019 (2) - Members of the Board reviewed the draft non-public meeting minutes of June 26, 2019. Selectman North made a **motion** to accept the draft non-public meeting minutes of June 26, 2019 without changes. Chair Olmstead **seconded** the motion and the **motion passed unanimously.**

8.4 BOS Non-Public Meeting 6/27/2019 (1) - Members of the Board reviewed the draft non-public meeting minutes of June 27, 2019. Selectman North made a **motion** to accept the draft non-public meeting minutes of June 27, 2019 without changes. Chair Olmstead **seconded** the motion and the **motion passed unanimously.**

8.5 BOS Non-Public Meeting 6/27/2019 (2) - Members of the Board reviewed the draft non-public meeting minutes of June 27, 2019. Selectman North made a **motion** to accept the draft non-public meeting minutes of June 27, 2019 without changes. Chair Olmstead **seconded** the motion and the **motion passed unanimously.**

8.6 BOS Non-Public Meeting 6/28/2019 - Members of the Board reviewed the draft non-public meeting minutes of June 28, 2019. Selectman North made a **motion** to accept the draft non-public meeting minutes of June 28, 2019 without changes. Chair Olmstead **seconded** the motion and the **motion passed unanimously.**

9.0 Donations - None at this time.

10.0 ADJOURNMENT – Selectman North made a **motion** to adjourn the meeting at 6:34 p.m. Chair Olmstead **seconded** the motion and the **motion passed unanimously.**

11.0 NEXT MEETING(S) – The Selectmen will hold their regularly scheduled meeting on **Wednesday, July 24, 2019 @ 5:00 p.m.** at the Sanbornton Town Office.

Respectfully submitted,
April Rollins, Administrative Specialist

Approved on 7/24/19 _____
Selectmen's Clerk